



## Surveyor's Grading Certification Policy

Effective December 2, 2008, the following policies apply to grading certifications:

1. Grading certifications shall be required on all lots under a site development plan (SDP) or building permit (plot plan) where stormwater management is required (only the stormwater management certification will be required) for single family detached and townhouse construction.
2. In addition to existing certification requirements, the grading certification shall confirm, as applicable, all items verified on the LOCATION SURVEY.
3. Grading certifications may not be submitted with exceptions. If the survey reveals the lot has not been graded in accordance with the approved plan, or that the item checked for the location survey are no longer in compliance with the approved plan or permit, the site must either be regarded in reasonable compliance with the plan, or the plan must be revised and submitted to the Department of Planning and Zoning (Development Engineering Division) as a redline revision for review and approval.
4. Reasonable compliance shall mean grades within one foot (1') vertically of those shown on the approved plan except in areas of stormwater management where grades shall be within 3".
5. In areas where rooftop or non rooftop disconnections are used being credited for stormwater management the following information is required;  
For non-rooftop disconnections a minimum of 2 surveyed points shall be taken on a line with the flow path of the contributing impervious surface. These paired points shall be taken at a minimum of 3 locations or every 50' (which ever is greater) and the average grade between these points computed. For rooftop disconnections a minimum of 3 surveyed points shall be taken along the disconnection path, shown with arrows on the SDP plan or plot plan, (approximately 75' in length) and an average grade computed. The maximum average grade in any of these disconnection areas shall be no greater than 5%.
6. In areas where an on-lot stormwater management facility (bioretention, raingarden, drywell, etc) is located a minimum of 4 surveyed points be taken, 3 along the perimeter and one in the middle. Where the whole site is raised or lowered it may be acceptable to raise or lower the stormwater management facility with the site as long as the overall dimensions remain the same.
7. The posting of surety in lieu of a grading certification shall be allowed only when grading is not in compliance due to weather conditions.
8. The grading certification shall be signed and sealed by a Professional Land Surveyor and shall include statements that reflect the actual conditions at the site using the following guidelines.
9. The survey plot shall be submitted with a minimum of 20 elevation points and additionally those required in items 5 and 6 above as well as slope calculations, professionally sealed, containing the surveyor's original signature, and dated by the surveyor.

## SURVEYOR'S GRADING CERTIFICATION POLICY

### SURVEYOR'S GRADING CERTIFICATION

"I hereby certify to the Howard County Department of Inspections, Licenses and Permits that a site inspection (based on field measurements and surveys) was made under my direction on (date) at (house number, street, town or area, and site plan lot number and property address). To the best of my knowledge, information and beliefs, this lot has been final graded in substantial compliance with the approved site development plan (SDP number) and building permit (number). In addition, the following items were checked and verified for compliance.

- A. Grades create positive drainage away from the structure with no local low spots (except those that are stormwater management features);
- B. Drainage courses, rooftop and non rooftop disconnections are constructed with positive and uniform grade with the locations and direction of flow as shown on the approved site development plan or permit and are compatible with adjoining lots;
- C. The building is constructed in accordance with the approved site development plan and building permit;
- D. The foundation is clear of any encroachments into building restriction lines and easements;
- E. The foundation matches the house type and dimensions shown on the approved site development plan and permit;
- F. The orientation of the foundation and garage (if provided) is in accordance with the approved site development plan and permit;
- G. The foundation is no more than five feet (5') from the location shown on the approved site development plan and permit, except for generic-type plans where the foundation is within the generic box;
- H. Vertically, the first floor elevation is within one foot (1') of the elevation shown on the approved site development plan or permit. If the backyard is designated to drain through the side yard(s) to the street, the first floor elevation is no more than 0.2 feet (0.2') lower than the elevation shown on the approved site development plan or permit;
- I. The slope of the driveway does not exceed fifteen percent (15%) as defined in the Howard County Department of Public Works Design Manual Volume IV and the slopes of rooftop or non rooftop disconnections used for stormwater management have average grade (computed) no greater than 5%;
- J. Drainage divides are substantially in accordance with the approved site development plan or permit."

## **FOR MORE INFORMATION:**

### **Grading Certifications**

**Department of Public Works  
John Seefried, P.E., Acting Chief  
Construction Inspection Division  
Thomas B. Dorsey Building  
9520 Bendix Road  
Columbia, MD 21045  
Ph: (410) 313-1855**

### **Plan Revisions**

**Department of Planning and Zoning  
Charles F. Dammers III, P.E., Chief  
Development Engineering Division  
3430 Court House Drive  
Ellicott City, MD 21043  
Ph: (410) 313-2424**

### **Certificates of Occupancy**

**Department of Inspections, Licenses and Permits  
Avis L. Corbin, Chief  
Licenses and Permits Division  
3430 Court House Drive  
Ellicott City, MD 21043  
Ph: (410) 313-2455**